

Yale SCHOOL OF MEDICINE

Teaching and Learning Center

Application Instructions - 2023

Master of Health Science -
Medical Education Pathway (MHS-Med Ed)

DEADLINE for submission:
JANUARY 31, 2023, at 11:59 pm

IMPORTANT:

Read these instructions completely before beginning the application.

Yale University School of Medicine has established the Master of Health Science (MHS) degree, for applicants who hold a faculty appointment (this includes non-MD degree faculty) from approved departments and programs. Go to the following link to find a complete list of approved departments and programs on the YSM Office of Student Research Website: <https://medicine.yale.edu/md-program/research/mhs/mhs-depts-progs/>

The application must be completed in one sitting. It cannot be saved and completed later. The application will take 5 – 8 minutes to complete if all required documents and information are ready and on hand.

Prepare the following 7 items before beginning the application:

1. Review PDF of the on-line Application Form which can be found on the TLC website: <https://medicine.yale.edu/tlc/mhsdeg/apply/>
2. The title of your proposed education research project
3. A description of your proposed education research project following the format detailed on the application. This description will be uploaded to the on-line application as a Word or PDF document in a file no larger than 100MB.
4. A Personal Statement about how the MHS-Med Ed degree will aid your career. This will be uploaded to the on-line Application as a Word or PDF document in a file no larger than 100MB.
5. Your CV in PDF format to be uploaded in the application.
6. Three letters of approval/support (see list below) that require original signatures. The applicant must have these letters signed, scanned, and saved as a PDF, and on hand when filling out this application to be uploaded as part of the application.

First Letter: Approval by the applicant's department MHS Program Director including statements of:

- Approval of the time commitment required to participate (35% time each year)
- How the tuition will be paid (by the department, personally by the applicant, or other)

Second Letter: A statement of support from the applicant's department chair.

Third Letter: A statement of support from the applicant's primary mentor, a full-time YSM faculty.

7. Required information on the applicant's Primary Mentor and Thesis Committee members, which are listed on the on-line Application. This information will be filled in on the application.

The MHS Mentor Committee is a three-person committee, which includes the applicant's Primary Mentor and two other full-time faculty members selected by the applicant and approved by the MHS Program Director in the applicant's department. The Primary Mentor must be a full-time YSM faculty member; other members may be from another Yale school. Mentor Committee members should be from multiple departments and offer expertise especially in medical education research. In addition to the three-member Mentor Committee, a student may include advisors whose role is to consult on specific areas of expertise required for the project.

- At least one committee member must be from a department different from the applicant's home department or section.
- TLC faculty members may not serve as a member of the Mentor Committee. However, they may be requested to act as an advisor in cases where medical education research expertise is required.
- All members must be full-time Yale faculty.

The Mentor Committee will be responsible to meet two to three times a year with the MHS-Med Ed student. The Committee will also be responsible for reviewing and approving the thesis. See the TLC website for the role and responsibilities of Mentor Committee members.

An application will not be accepted unless all fields are completed and required documents are uploaded.

DEADLINE for completed applications:

JANUARY 31, 2023 at 11:59pm

Once you have submitted your MHS-Med Ed Application, you will receive an email confirming that your application is received. Acceptance Decisions will be communicated via email.

If you have questions about this process, please contact Dorothy DeBernardo via email dorothy.debernardo@yale.edu